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Environmental  
Protection Agency

Office of Small Business  
1021 N. Grand Ave., East  
Springfield, IL 62702

June 1998

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# THE OFFICE OF SMALL BUSINESS

The Office of Small Business is located within the Director's Office of the Illinois Environmental Protection Agency. Its mission is to help small businesses of Illinois understand the environmental protection requirements that apply to them and what common sense steps can be taken to achieve compliance. The goal is to assist in maintaining a thriving small business economy while working to protect human health and the environment.

## WHAT DO WE HAVE TO OFFER?



### Compliance Assistance Helpline

A toll-free helpline is available for immediate assistance by telephone. Regulatory requirements can be confusing and overwhelming. A call to the helpline will connect you directly to an Office of Small Business representative. The

representative will answer your questions about regulatory requirements or put you in touch with expert staff throughout the Illinois Environmental Protection Agency who can readily answer your technical questions. If you choose, you may remain anonymous during these discussions.

### Clean Air Ombudsman

The Ombudsman acts as a liaison between Illinois Environmental Protection Agency Bureau of Air personnel and small business owners or managers. Information between small business owners or managers may remain confidential. Services provided by the Ombudsman include:

- ◆ Assistance with understanding air quality regulations and compliance issues;
- ◆ Mediation in resolving complaints or disputes;
- ◆ Help in identifying financial sources for pollution control investments; and
- ◆ Representing small business concerns during new air quality rule developments.

### Clean Break Visits

Under the Clean Break Program, compliance assistance visits are conducted to provide direct assistance with environmental issues. During these visits to your place of business, technical staff will determine if any air, land or water pollution control violations exist and

will recommend ways to correct the violations. Should violations be identified at the cooperating business, the Illinois Environmental Protection Agency is committed to waive any penalties. Staff will also suggest strategies to incorporate pollution prevention techniques into the functions of the business, which can provide cost savings.



### Speakers Bureau

Staff experts are available to talk with trade associations and groups who want to know more about environmental requirements and Illinois Environmental Protection Agency programs. You may request a speaker by calling the toll-free helpline.

## **Getting You the Answers**

**T**o obtain assistance from the Office of Small Business or to learn about its services, you may either telephone or write to us.

**Toll Free 1-888-EPA-1996  
or  
217/524-2743 FAX: 217/785-8346**

Illinois Environmental Protection Agency  
Office of Small Business  
1021 North Grand Ave., East #38  
P.O. Box 19276  
Springfield, Illinois 62794-9276

**A**nother way to obtain information about the Illinois Environmental Protection Agency is to access the State of Illinois Home Page under the "Agencies" option at the following electronic address:

<http://www.state.il.us/>

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